Grant Application Instructions and Guidance
FY 2006 Homeland Security Grant Program
Kentucky Office of Homeland Security

- All applications must comply with the published state and federal criteria.
- The Kentucky Office of Homeland Security Grant Packet can be accessed on-line at www.homelandsecurity.ky.gov
- The U.S. Department of Homeland Security FY 2006 Homeland Security Grant Program (HSGP) Guidelines can be accessed on-line at www.ojp.usdoj.gov/odp/whatsnew/whats_new.htm
- The FY 2006 Authorized Equipment List (AEL) can be found on-line at www1.rkb.mipt.org
- *The Financial Management Guide*, U.S. Department of Homeland Security, Office of Grants and Training is to serve as the primary reference for Financial Management and Grants Administration and can be accessed on-line at www.dhs.gov. Then type in OGO Financial Guide in the search engine.
- Only eligible applicants may apply for HSGP funds. Eligible applicants include (City or County Governments, State Agencies, Area Development Districts, Merged Units of Government, Universities, etc.)
- The lead applicant is responsible for grant funds and administration; including but not limited to any matching funds, assurances and audit requirements, maintenance or records, etc.
- An agency may submit multiple applications, however, each application **must** contain **only one project**.

✔ **Grant Application Checklist**   This checklist is for your convenience in preparing, completing and submitting your grant application.

A complete application submission must contain the following:

- ❑ Application Cover page, *including appropriate signatures*.
- ❑ Sections I-V
- ❑ Initial Strategy Implementation Plan (ISIP). *(Attachment C)*
- ❑ Grant Terms and Conditions Certification page 8 signed by Authorizing Official. *(Attachment D)*
- ❑ Relevant attachments (e.g., *partnering agency letters of commitment*) may be included.

Prior to Submission Check All Forms for Required Signatures

Send the Original and ten (10) hardcopies of the completed grant application to:

Grants Management Branch
Kentucky Office of Homeland Security
200 Mero Street, T-500
Frankfort, Kentucky 40622

Faxed and/or electronically transmitted materials *WILL NOT* be considered

All copies of application should be stapled. *Do not submit applications in binders, plastic cover or bound in any way.*

For questions about this application, email Kara McCormick at Kara.McCormick@ky.gov or call 502.564.2081.

Additionally, a list of questions and responses will be summarized and posted weekly to the Kentucky Office of Homeland Security web-site @ www.homelandsecurity.ky.gov

Applications MUST be received by Close of Business (4:30 p.m. EST) May 1, 2006

Attachment A

DHS Project Summary
(Choose the title that best fits your project)

1. Assess vulnerability of and harden critical infrastructure

2. Build/enhance a pharmaceutical stockpile and distribution network

3. Develop/enhance interoperable communication systems

4. Enhance capability to support international border and waterway security

5. Establish/enhance a public health surveillance system

6. Establish/enhance a terrorism intelligence/early warning system, center, or task force

7. Establish/enhance agro-terrorism preparedness capabilities

8. Establish/enhance Citizen Corps Councils

9. Establish/enhance citizen emergency preparedness awareness campaigns

10. Establish/enhance cyber security program

11. Establish/enhance emergency operations center

12. Establish/enhance explosive ordinance disposal units/bomb squads

13. Establish/enhance public-private emergency preparedness program combine

14. Establish/enhance Regional Response Teams

15. Establish/enhance sustainable homeland security exercise program

16. Establish/enhance sustainable homeland security training program

17. Manage, update and/or implement the State Homeland Security Strategy

18. Manage, update, and/or implement the Urban Area Homeland Security Strategy

19. Administer and manage the FY 2005 Homeland Security Grant

20. Establish/enhance sustainable Homeland Security Planning Program

21. Enhance capabilities to respond to CBRNE events

Attachment B

Goals and Objectives
Choose one (1) Goal and two (2) Objectives for your project

Goal 1   Implement the National Incident Management System and National Response Plan

Objective 1.1   To have all Kentucky first responders NIMS compliant by end of year 2006.

Objective 1.2   Conduct a baseline assessment to identify Kentucky's current NIMS compliance status.

Objective 1.3   Develop a multi-agency approach to ensuring all local jurisdictions include the NIMS methodology in their local response plans policy and procedures, incident and resource management, trainings, programs, and exercises.

Objective 1.4   Ensure that the Kentucky Response Plan fully reflects the goals and objectives of the National Response Plan.

Goal 2   Expand regional collaboration

Objective 2.1   Establish a sustainable, decentralized, exercise development process that integrates and maximizes state resources and promotes interagency coordination.

Objective 2.2   Enhance Kentucky's preparedness through exercises and training designed, developed, and conducted by state-level stakeholder agencies.

Objective 2.3   Ensure our state has statewide and regional agro-terrorism prevention and response program.

Objective 2.4   Through a multi-disciplined collaboration enhance citizen awareness to ensure that more Kentucky families have an emergency preparedness plan, disaster supply kit, and are better prepared for any type of disaster natural or man-made.

Objective 2.5   Enhance Kentucky's first responder's ability to prevent, disrupt, protect, and recover from a terrorist incident.

Objective 2.6   Enhance the Commonwealth's coordination efforts between federal, state and local entities – both inter-state and intra-state.

Goal 3   Implement the Interim National Infrastructure Protection Plan

Objective 3.1   To mobilize local law enforcement and community officials in a formalized process of identifying and correcting security vulnerabilities that could be exploited.

Objective 3.2   To provide local law enforcement agencies across the Commonwealth with the means to conduct vulnerability assessments and reduction plans on critical infrastructures and key assets identified as such by the Federal Government.

Objective 3.3   To partner with the Commonwealth Office of Technology to improve a Security Awareness of state and local "end users" to provide information on cyber threats and how protect our state network from malicious attacks.

Objective 3.4   To provide private industry with guidance and assistance enhancing the security of their facilities, personnel, and key assets.

Objective 3.5   To improve the ability of the Commonwealth to monitor, control, and secure all modes of transportation.

Goal 4   Strengthen information sharing and collaboration capabilities

Objective 4.1   Design, develop, and implement an Intelligence Fusion Center in accordance with the recommended minimum standards developed by the Global Justice Information Sharing Initiative.

Objective 4.2   To create a statewide data network accessible by all first responders that will contribute the Homeland Security Information Network (HSIN).

Objective 4.3	To incorporate the Unified Criminal Justice Information System into the overarching homeland security initiatives.
Objective 4.4	To develop an electronic intelligence solution accessible by all first responders via the Kentucky Open Portal Solution and the statewide data infrastructure.
Objective 4.5	Maintain active involvement with our federal intelligence entities to include at a minimum the Joint Terrorism Task Forces and Anti-Terrorism Advisory Councils.
Objective 4.6	Develop a bio-surveillance solution that links public health and animal health information for early disease detection.

Goal 5   Strengthen Interoperable Communications Capabilities

Objective 5.1	Partner with SAFECOM to complete a statewide assessment of our voice infrastructure to identify best practices across Commonwealth's first responders and to create a blueprint for the future voice network.
Objective 5.2	Create a governance structure to provide guidance and oversight to state and local jurisdictions on wireless interoperability standards.
Objective 5.3	Implement an interim solution to voice interoperability by leveraging an existing infrastructure.
Objective 5.4	Implement a statewide data network to facilitate communications among all first responders.
Objective 5.5	Ensure all voice and data solutions are fully incorporated into our exercise programs.

Goal 6   Strengthen CBRNE Detection, Response, and Decontamination Capabilities

Objective 6.1	Develop and execute plan to expand the Metro Medical Assistance Tactical Team, Program.
Objective 6.2	Enhance the coordination, organization and equipment of the regional HazMat Teams to ensure consistent response capabilities.
Objective 6.3	Enhance the operational capabilities of all response agencies with direct support for equipment to prevent, protect, respond to, and recover from CBRNE incidents. This will include equipping regional HazMat teams.
Objective 6.4	Create a multi-jurisdictional approach to provide a unified CBRNE training curriculum for first responders.
Objective 6.6	Create a multi-agency exercise development process that combines subject matter expertise of state-level stakeholders to provide exercises that address both the National Planning Scenarios and Kentucky-specific needs.

Goal 7   Strengthen Medical Surge and Mass Prophylaxis capabilities

Objective 7.1	Facilitate the development and implementation of Medical Surge plan and capabilities within the Public Health and Medical Service infrastructure of the Commonwealth.
Objective 7.2	Facilitate the development and implementation of a statewide Mass Prophylaxis capability within the Public Health and Medical Service infrastructure of the Commonwealth.
Objective 7.3	Facilitate the integration of Health Resources and Services Administration (HRSA) and the Center for Disease Control and Prevention (CDC) bioterrorism initiatives with KOHS state strategy.
Objective 7.4	Develop exercises that incorporate Medical Surge and Mass Prophylaxis scenarios to ensure coordination of traditional and non-traditional state and local public health and medical resources.